

Re-grants SNAP Grant Committee

Report

OHRAB awarded grants to 13 institutions in 2012, with funding from the NHPRC. Please use the following link for a complete list of the 2012 awardees, the dollar amount of the grants, and the nature of the projects.

http://ohsweb.ohiohistory.org/ohrab/index.php?title=Re-grants_SNAP_Grant_Committee

Essential to the grant process is communication between OHRAB and the recipients of the funds; and this interaction is realized through a mentoring initiative. Each of the institutions is assigned an OHRAB mentor who is responsible for monitoring the progress of the projects, answering questions, and offering advice and support. Several of the mentors have submitted brief reports on their communications with project personnel.

Janet Carleton relayed this account from Judy Schmidt, the project director for Greenfield Historical Society. “We have spent over 80 hours finding pictures, giving an accession number, and putting the photos into the protective sleeves in the file cabinet. We have over 100 photos done. We just keep plugging away at the process.” Janet added that she is scheduled for a July 2 onsite visit at the Greenfield Historical Society.

Fred Previts provided an update on Ashland University’s project, as follows. “Ashland University received a \$500.00 regrant to microfilm and digitize eight minute books of the Vermillion Institute, a former school of higher learning located in Hayesville, Ohio. The books are currently being microfilmed by Bowling Green State University (BGSU). BGSU’s Conservation Lab is also making protective book covers for the volumes. Once the volumes have been microfilmed, the microfilm will be digitized.”

Pari Swift shared a commentary from Natalie Fritz from the Clark County Heritage Center. “We started working on the project again, starting at case #10,100 during the second to last week of April. So far we have had about 10 people working Wednesday-Friday and have processed about 800 cases.” Clark County was also awarded a grant in 2011.

Judy Cetina is mentor for the City of Cleveland Heights Landmark Commission and had the opportunity to visit Cleveland Heights City Hall on June 15th. She spoke with the Project Director, Kara Hamley O’Donnell, and the individual processing the Cain Park records, Emily Smith. Although the Landmark Commission had requested a grant of \$3,000, OHRAB awarded a smaller grant of \$1,500. Cleveland Heights accepted the reduced amount but had to adjust the scope of the project accordingly. Kara and Emily showed Judy Cetina the area holding the Cain Park materials; and explained that the boxes (approximately 30) had been numbered, and a preliminary inventory of the contents created. Eight of these boxes had been identified for more detailed processing,

and Emily had already begun that process. Both Kara and Emily determined that the project was on time and task.

Judy Cetina will also be visiting Baldwin-Wallace College sometime in July; but has been in communication with Jeremy Feador, Project Director, over the past few months.

Finally, Dan Noonan received a detailed update from the Warren County Historical Society on its digital archive project. Due to its length that account is appended to this report.

Interim reports from the awardees are due August 31, 2012; and there will be more detailed information about the projects to be shared at the October meeting.

Warren County Historical Society
Digitization Project Update
Summer 2012

The first six months of our digitization project have proved enlightening, productive and encouraging. Thanks to the OHRAB NHPRC grant, volunteer support and the collaborating efforts of the WCHS Staff and Board, we have successfully planned and launched our digitization project.

In January, WCHS issued a press release requesting volunteers to assist with the digitization project. The Press release announced that WCHS needed skilled volunteers to work with our photograph, family history, scrapbook, and historical research collections. Detail-oriented volunteers with computer skills were asked to commit to one day a week of service, in three-month increments. The result was an unexpected show of support from the community. Potential volunteers were interviewed and given an overview of the organization and project. The staff archivist broke the project down into subprojects and each volunteer was assigned a subproject. The staff archivist then trained individual volunteers to perform their tasks. The training consisted of providing information about the project, organization and history of Warren County, how to perform basic archival preservation and processing tasks, and how to operate the scanners, computers, and camera equipment involved in the project. Their work was supervised and evaluated. After six months, we have maintained 15 dedicated volunteers who regularly work on this project. Each volunteer works on a specific subproject complimenting their particular interests and skill sets.

These projects include:

- Examining existing family and local history subject collections to determine if preservation and/or digitizing is needed
- Cataloguing Bible records
- Indexing and digitizing maps
- Indexing our Microfilm collection
- Indexing our vast Shaker paper collection
- Digitizing photographs from our newly accessioned newspaper archive of *The Western Star*
- Scanning and entering our photograph collection into Past Perfect
- Creating a historic tour map of Lebanon using WCHS's photograph and library collections
- Digitizing the Ohio sampler and antique study research of the late Sue Studebaker
- Scanning and cataloging original diaries, journals and record books
- Digitizing original letters, land grants, certificates and other primary source documents located in our archives
- Processing and digitizing our National Normal University Collection

Many of the new volunteers have become WCHS members, providing financial support in addition to their dedicated work. The project has given us the opportunity to offer local students intern positions to help meet their academic and service work requirements.

Although we are still in the beginning stages of this project, we are already accomplishing our goals to identify and preserve archival resources and scan and catalog documents. The next stage of the project will include the continuation of these activities, as well as focusing on the goals of providing the public with an index of our resources. Ongoing work also includes entering digital resources into Past Perfect database for easy access to the information.

After measuring the progress of the initial stage of our digitization project, we are extremely pleased with the amount and quality of the work completed so far. Several rare documents and resources were uncovered, and the overall significance of our collections is being realized. Providing community volunteers and students with the opportunity to serve and educate the public, while preserving our County's past, has been beneficial and rewarding to WCHS, the volunteers and the community as a whole. We are excited about the potential benefits of this project, and we are confident that we will meet all of our goals and more.